

PROPOSED FUNCTIONAL STATEMENT**DIVISION:** *ENVIRONMENTAL SCIENCE & ASSESSMENT DIVISION (ESAD)***OFFICE:** *N/A***HEADQUARTERS OR REGIONAL OFFICE:** *Region III*

ORGANIZATION HEAD: *Division Director***REPORTS TO:** *Regional Administrator***FUNCTIONS:**

IMMEDIATE OFFICE OF THE DIVISION DIRECTOR. The Environmental Science & Assessment Division (ESAD), under supervision of the Director and Deputy Director, administers programs authorized by the National Environmental Policy Act (NEPA); the Clean Air Act (CAA) Section 309; the Clean Water Act (CWA) Sections 104, 230, 309, 403(c), and 404; the Surface Mining Control and Reclamation Act (SMCRA); the Marine Protection, Research and Sanctuaries Act (MPRSA); the Ocean Dumping Ban Act of 1988; and the Rivers and Harbors Act. The division provides cross-divisional support under such authorities as the CWA Sections 303(d), 304, and 305(b) (impaired waters and biocriteria program), Safe Drinking Water Act (SDWA); Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA - Superfund); and the CWA National Pollutant Discharge Elimination System (NPDES) program. The Division's responsibilities include grants, regulatory, and enforcement programs under the CWA and a regulatory program under MPRSA. The Division's programs are located in the Regional Office in Philadelphia, PA; the EPA Environmental Science Center (ESC) in Fort Meade, MD; and the Wheeling Field Office in Wheeling, WV. ESAD renders decisions and recommendations consistent with national and Regional delegations of authority

ESAD supports the Region's employment of sound science, cumulative effects, and comprehensive solutions, and is responsible for the application of scientific rigor, quality assurance (QA), field data, transparency, and peer review in applying the scientific method to inform and support its decisions and recommendations. The Division also conducts multimedia inspections, implements the enforcement program, and supports other enforcement programs under the CWA. The Division leads the region in QA, the Agency's scientific integrity policy, aquatic sampling, laboratory analyses, children's health, climate readiness, and community-based program initiatives. ESAD combines its in-house expertise in study design, field sampling, sample and laboratory analyses, scientific diving, remote sensing, and empirical data to develop and implement strategies for ecosystem and human health protection efforts; drive innovative approaches to environmental protection; anticipate and target threats; mitigate existing perturbations; direct restoration investments; and support

internal and external customers. ESAD maintains and deploys sampling equipment including a fleet of boats, sampling sensors and meters, a full range of laboratory instrumentation, electrofishers for fish surveys, and a complete array of field gear for offshore and onshore sampling. The Division also engages in regular training and outreach to internal and external stakeholders covering such topics as freshwater biology, extent of federal jurisdiction in surface waters including wetlands, and marine pollution, and is the lead for the Regional Children's Health Protection program.

The Division's Analytical Services and Quality Assurance program, housed in the ESC in Fort Meade, MD, provides laboratory analyses, technical advice, and QA support to the Region. The program also provides methodology and quality control assistance to state and local agencies and, together with ESAD's Freshwater Biology program and Coastal Monitoring program in Wheeling, WV and Philadelphia, PA respectively, responds to releases and threatened releases of hazardous substances, pollutants, and contaminants into Waters of the United States (WOUS).

ESAD consists of the Immediate Office of the Division Director and three subordinate offices: the Office of Analytical Services & Quality Assurance; the Office of Environmental Programs; and the Office of Monitoring & Assessment. In addition to providing overall planning, budgeting, contract and grant support, accountability, and communications services for the Division, the Immediate Office staff liaisons with other Regional programs and serves as the central location for the Regional Science Liaison, the Regional Quality Assurance Manager, and the Field Quality Manager.

- I. **OFFICE OF ANALYTICAL SERVICES & QUALITY ASSURANCE.** The Office of Analytical Services and Quality Assurance (OASQA), supervised by the Associate Division Director, provides and assures scientific rigor and quality of laboratory data and information for environmental decision-making in Region III. OASQA provides laboratory analytical services, site/project level data QA, data management and integration, and biological sampling and analyses. OASQA conducts both routine and non-routine sampling and analyses to a variety of customers, including Regional media programs, the Office of Enforcement, Compliance and Environmental Justice, and the Regional Administrator. OASQA plays a major role in QA in all Regional data collection and analyses. The Office serves as the Regional resource for chemical and biological analyses, and technical assistance; and attains, maintains, and assures appropriate lab accreditation. The Office also oversees state SDWA chemistry and microbiological laboratory certification programs. The Immediate Office includes the QA Officer responsible for the design and management of the Office's Quality System; and the Lab Operations Analysts who monitor laboratory operations related to budget planning, contracts/equipment tracking, and overall logistical support for laboratory operations. The Associate Division Director plans, coordinates, directs, and organizes overall functions of OASQA, which is organized into two branches.

- A. **Laboratory Branch.** The Laboratory Branch, under supervision of the Branch Chief, has primary responsibility for all analytical, quality control, and other tasks related to analyzing environmental samples for chemical and microbiological contaminants. It provides Regional programs with technical assistance and support such as analytical methods, detection limits, data results and interpretation, and sampling requirements. The Branch supports Regional criminal investigations and other enforcement actions with sample analyses, interpretation of results, and expert witness testimony. The Branch also conducts inspections of other laboratories and certifies state laboratories for the SDWA chemistry and microbiological methods.
- B. **Technical Services Branch.** The Technical Services Branch, under supervision of the Branch Chief, provides technical assistance and training to state agencies, and manages acquisition and oversight of laboratory analytical services for Regional program offices. The Branch conducts on-site laboratory inspections; monitors performance; ensures Regional QA; recommends corrective actions; provides guidance, direction and technical assistance to Contract Lab Program labs; and serves as the Regional Sample Control Center to coordinate analytical support for all Regional programs. The Branch manages contracts for non-Contract Laboratory Program special analytical services; analytical services agreements; and computer, administrative and library support.

II. **OFFICE OF ENVIRONMENTAL PROGRAMS.** The Office of Environmental Programs (OEP), under direction of the Associate Division Director, is responsible for implementing the wetlands and aquatic regulatory and enforcement program under Section 404 of the CWA; assessing proposals requiring compliance with NEPA and SMCRA; and issuing Wetlands Program Development Grants pursuant to Section 104 of the CWA. OEP effects protection of aquatic ecosystems and, with regard to NEPA, other environmental resources, communities, and human health through innovative application of its collective program responsibilities. To aid in achieving its responsibilities, the Office engages in training and outreach. The Associate Division Director plans, coordinates, directs and organizes overall functions of OEP, which is organized into two branches:

- A. **Wetlands & Aquatic Resources Regulatory & Enforcement Branch.** The Wetlands & Aquatic Resources Branch, under supervision of the Branch Chief, evaluates proposals to discharge fill material into WOUS under Section 404 of the CWA and works with stakeholders to fashion the most environmentally effective Department of the Army permit proposals; recommends elevation under the CWA Section 404(q) process when disputes arise; and recommends that EPA exercise its CWA Section 404(c) veto authority when critical aquatic resources are threatened. It is also responsible for evaluating proposals potentially affecting navigation under Sections 9 and 10 of the Rivers and

Harbors Act and proposals affecting WOUS under SMCRA. As part of its regulatory responsibilities, the Branch is responsible for enforcement of discharges of fill into WOUS without a permit. Through regulatory and grant tools, the Branch is also responsible for state wetland program development and program assumption.

B. NEPA and Special Programs Branch. The NEPA Team, under direction of the Branch Chief, reviews and rates Environmental Impact Statements (EISs) prepared in compliance with NEPA pursuant to Section 309 of the CAA. The Branch also reviews some Environmental Assessments (EAs) depending upon degree of projected impacts and recommends referrals to the White House's Council on Environmental Quality for significant NEPA disputes regarding EAs and EISs. It manages the public participation process under NEPA for Regional EAs and EISs and coordinates and consolidates technical support into the EIS process. It reviews selected PL 92-500 grant applications, New Source NPDES applications referred by the Water Protection Division (WPD), and Superfund remedial actions for controversy and adequacy. Based on these reviews, it makes recommendations concerning processing the application for federal participation; returning the applicant's EA for additional information; and the need to prepare an EIS. It prepares and distributes Records of Decision on documents prepared by the Region pursuant to NEPA.

III. OFFICE OF MONITORING & ASSESSMENT. The Office of Monitoring & Assessment (OMA), under direction of the Associate Division Director, is responsible for environmental monitoring and assessment of Regional waters, including coastal, estuarine, and inland systems; supporting the Regional biocriteria program for states and WPD; issuing concurrences under Section 103 of MPRSA; supporting OEP in determining extents of federal jurisdiction in riparian WOUS; overseeing the Division's fleet of boats and the Regional Scientific Dive Unit (SDU); assessing overall environmental health of the Region; operating the regional Geospatial Analysis program; and working in conjunction with Regional programs to develop strategies for dealing with community, sustainability, climate adaptation and other cross-cutting and emerging environmental issues. This office plans, coordinates, directs, and organizes overall functions of monitoring and assessment and is organized into two branches.

A. Coastal & Freshwater Monitoring Branch. The Coastal & Freshwater Monitoring Branch, under supervision of the Branch Chief, emphasizes collecting and utilizing empirical data to answer key environmental questions, to support regulatory and enforcement programs, to underpin its recommendations and decisions, and to anticipate environmental threats and target resources. The Branch leads the biocriteria program in the Region, including WPD, other state and federal agencies, interstate entities and compacts, and citizens' groups. The Branch provides technical expertise and training in

bioassessment evaluations of freshwater invertebrates including sample collection methods, taxonomy, data interpretation, and QA. The Branch also conducts ocean and coastal monitoring under the CWA and MPRSA, issues formal concurrences under Section 103 of MRPSA, and supports the Section 404 and Section 10 regulatory program by evaluating proposed dredging and disposal in the Region. The Branch maintains and operates a fleet of boats for regional aquatic sampling from Wheeling, WV and Philadelphia, PA. The Branch trains, maintains, and deploys the regional SDU, which collects and analyzes data from marine, estuarine, and freshwater ecosystems.

B. Environmental Analysis Branch. The Environmental Analysis Branch, under supervision of the Branch Chief, is the lead for environmental planning based on empirical data in the Region and works in conjunction with Regional programs to develop strategies for dealing with cross-cutting and emerging environmental issues. The Branch evaluates promising innovative, sustainable approaches to environmental protection and nurtures change to create new dimensions of performance and skills. The Branch leads the Green Buildings programs; the Region's Geographic Information Systems (GIS) and Geospatial Analysis program; the Region's Clean Energy Initiative; the Environmental Management System; and the Region's Sector Initiatives on Water, Resource Conservation Challenge, Agriculture, Industry, Human Health, Communities, Mining, Transportation, and Green Infrastructure. The Branch also leads the Region's efforts to develop environmental indicators and performance measures to chart goals, progress, and outcomes for ecological, human health, and quality of life issues. In addition, the Branch develops cost estimates and analyzes costs/benefits of different environmental strategies.

